

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

January 27, 2026

**FROM**

**TERRY W. THOMPSON, Director, Real Estate Services Department  
ARLENE MOLINA, Director, Preschool Services Department**

**SUBJECT**

Amendment to Lease Agreement with Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999, for Classroom, Office, and Playground Space in Yucaipa

**RECOMMENDATION(S)**

1. Find that approval of Amendment No. 3 to Lease Agreement No. 17-891 with Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999, for classroom, office, and playground space, is an exempt project under the California Environmental Quality Act Guidelines, Section 15301 – Existing Facilities (Class 1).
2. Approve **Amendment No. 3 to Lease Agreement No. 17-891** with Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999, to:
  - a. Update the insurance specifications to require the County to name Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999, as additional insured.
  - b. Update standard lease agreement language.
  - c. Continue leasing approximately 4,648 square feet of classroom and office space, and approximately 3,006 square feet of playground area, located at 12236 California Street in Yucaipa for the Preschool Services Department.
3. Direct the Real Estate Services Department to file the Notice of Exemption in accordance with the California Environmental Quality Act.

(Presenter: Terry W. Thompson, Director, 387-5000)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). There is no cost to the County associated with Amendment No. 3 (Amendment) to Lease Agreement No. 17-891 (Lease) to update the insurance specifications to include Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999 (Landlord) as additional insured and update standard lease agreement language. There is no change to rent, term, or other financial obligations.

**BACKGROUND INFORMATION**

On December 5, 2017 (Item No. 46), the Board of Supervisors (Board) approved a five-year Lease, with one five-year option to extend, with Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999 (Elizabeth A. Burkle) for approximately 4,648 square feet of classroom and office space and approximately 3,006 square feet of playground space,

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located at 12236 California Street in Yucaipa (Premises). The original term of the Lease was for the period of January 1, 2018 through December 31, 2022. Since the Lease was approved two amendments have been approved to extend the term through September 30, 2030, update the County's termination rights, and update standard lease agreement language.

<b>Amendment No.</b>	<b>Approval Date</b>	<b>Item No.</b>
1	January 10, 2023	40
2	September 9, 2025	60

The Landlord requested that the Real Estate Services Department (RES D) process the Amendment to add Elizabeth A. Burkle, Trustee of the Burkle Family Trust Dated November 8, 1999, as an additional insured. The Amendment will update the insurance specifications and standard lease agreement language. All other terms and conditions of the Lease will remain unchanged.

The project to approve the Amendment was reviewed pursuant to the California Environmental Quality Act (CEQA) and determined to be categorically exempt under Section 15301 - Class 1 Existing Facilities because the proposed Lease is to secure property to operate within the existing structure with negligible or no expansion of existing use.

**Summary of Lease Terms**

**Lessor:** Elizabeth A. Burkle, Trustee of the Burkle Family Trust dated November 8, 1999

**Location:** 12236 California Street, Yucaipa

**Size:** Approximately 4,648 square feet of classroom and office space and 3,006 square feet of playground space

**Second Extended Term:** October 1, 2025 through September 30, 2030

**Options:** One five-year option

**Rent:** Cost per square foot per month: \$1.41  
Monthly: \$6,559  
Annual: \$78,708  
\*Low-range for comparable facilities in the Yucaipa area per the competitive set analysis on file with RES D

**Annual Increases:** Approximately 3%

**Improvement Costs:** None

**Custodial:** Provided by County

**Maintenance:** Provided by Lessor; except that County provides minor interior maintenance, servicing fire extinguishers and fire suppression equipment, and air-conditioning, heating and ventilation system maintenance

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Utilities: Provided by County

Insurance: The Certificate of Liability Insurance, as required by the Lease, is on file with RESD

Holdover: Upon the end of the term, if permitted by Lessor, the Lease shall continue on a month-to-month term upon the same terms and conditions which existed at the time of expiration

Right to Terminate: County has the right to terminate beginning year three of the second extended term by providing a 120-day written notice

Parking: Sufficient for County's needs

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (John Tubbs II and Adam Ebright, Deputies County Counsel, 387-5455) on December 30, 2025; Risk Management (Stephanie Mead, Staff Analyst II, 386-9044) December 30, 2025; Preschool Services (Arlene Molina, Director, 383-2028) on December 23, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on December 18, 2025; and County Finance and Administration (Allegra Pajot, 388-0218, and Eduardo Mora, 387-4376, Administrative Analysts) on January 9, 2026.

(YG: 655-0268)

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman   Seconded: Joe Baca, Jr.  
Ayes: Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.  
Absent: Col. Paul Cook (Ret.)

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: January 27, 2026



cc:    RESD - Thompson w/agree  
      Contractor - c/o RESD w/agree  
      File - w/agree  
CCM   01/29/2026